

Automated External Defibrillator Maintenance Checklist



Date _____ Location _____

Inspection Performed by _____

Criteria	Status	Corrective Action / Comments
AED		
Placement visible, unobstructed and near phone		
Verify battery installation		
Check the status/ service indicator light		
Note absence of visual/ audible service alarm		
Inspect exterior components and sockets for cracks		
Supplies		
Two sets of AED pads in sealed package		
Check expiration date on pad packages		
Pocket mask with one-way valve		
Examination gloves		
Razors		
Absorbent gauze or hand towels		

Please refer to manufacturer's User's Manual for more information and proper annual maintenance procedures.